



Application for Lease

Greenplan Management, Inc

Please complete the following:

1. Complete and sign this application. An incomplete or unsigned application will delay processing.
2. Return the completed application along with two separate payments, made out to Greenplan Management, in the amounts of \$40 (non-refundable application fee) and \$300 (apartment hold). An apartment can be held for a maximum of 30 days.

If you are approved, the apartment hold check becomes non-refundable and will be applied towards the security deposit. If you are not approved, the apartment hold check will be refunded to you.

Greenplan Management, Inc. requires a minimum security deposit equal to one and a half month's rent. At the time of approval, a date and time will be set for you to sign the lease, pay the remaining balance with a money order or cashier's check, and pickup your keys.

How did you hear about us?



OakParkApartments.com

Building Signs

Other: _____



Apartment address and number applied for: _____

Rent: \$ _____ Security Deposit: \$ _____ Move In Date: _____

Applicant 1:

Name:		D.O.B:	
SSN:		Email address:	
Home phone:		Cell phone:	
Present address:		City:	Zip:
Length of occupancy:	Agent:	Agent Phone #:	
Reason for leaving:		Amount of rent/mortgage:	
Are you currently under lease: No Yes		If yes, expiration date:	
Previous address:		City	Zip:
Rent amount:	Agent:	Agent phone #:	
Name of employer:		Phone #:	
Address:		Position:	
Employed: From	To	Supervisor:	
Monthly salary: \$		Supervisor phone#:	
Previous employer:		Phone #:	
Address:		Position:	
Employed: From	To	Supervisor:	
Monthly salary: \$		Supervisor phone#:	



Applicant 2:

Name:		D.O.B:	
SSN:		Email address:	
Home phone:		Cell phone:	
Present address:		City:	Zip:
Length of occupancy:	Agent:	Agent phone #:	
Reason for leaving:		Amount of rent/mortgage:	
Are you currently under lease: No Yes		If yes, expiration date:	
Previous address:		City:	Zip:
Rent amount:	Agent:	Agent phone #:	
Name of employer:		Phone #:	
Address:		Position:	
Employed: From	To	Supervisor:	
Monthly Salary: \$		Supervisor phone#:	
Previous employer:		Phone #:	
Address:		Position:	
Employed: From	To	Supervisor:	
Monthly Salary: \$		Supervisor phone#:	

How many people will occupy the premises? _____ Pets? _____ Parking space: Yes No Fee: _____
 Car make/model: _____ Year: _____ License plate #: _____ Remaining balance: _____

Have you ever been evicted? Yes/No.
 Is an eviction suit pending against you? Yes/No
 Are there any outstanding judgments against you? Yes/No

Other information that may be helpful?

It is understood that the premises are to be used as a residence and shall be occupied by not more than ____ persons and that occupancy is subject to possession being delivered by the present occupant. An application fee in the sum of \$ _____ received on _____ (date) has been deposited with Landlord, with the clear understanding that this application, including each prospective occupant, is subject to approval and acceptance by Landlord at its sole discretion. I hereby authorize Landlord to obtain information it deems desirable in the processing of my application, including: credit reports, civil or criminal actions, rental history, employment/salary details, police and vehicle records, and any other relevant information, and release Landlord its employees and agents from all liability for any damage whatsoever incurred in furnishing or obtaining such information. Upon approval and acceptance, the applicant agrees to execute a lease before possession is given and to pay the security deposit and the first month's rent within five days after being notified of acceptance (time being of the essence); failing which the application fee shall be retained by Landlord as the agreed compensation for credit investigation, processing and verification of the application, other expenses and/or loss of rent, and the Landlord shall have no further obligation to applicant. In no event is the application fee refundable to the applicant, except in the event that the Landlord fails to deliver possession of the premises as may be required by any lease executed between the parties. The applicant hereby waives any claim for damages by reason of non-acceptance of this application which the Landlord or his agent may reject without stating reasons for so doing. It is further agreed that if any information herein is false, the lease made on the strength of this application may, at the option of the Landlord, be terminated at any time.

Overnight Parking: Except in areas specifically designated by the Village for on-street overnight permit parking, night parking is prohibited on all Village streets from 2:30am to 6am. The tenant is responsible for providing a legal parking space for tenant's vehicle during these hours to the extent such parking is not provided by the building owner.

Applicant #1 Signature: _____ Date: _____
 Applicant #2 Signature: _____ Date: _____

Office use only
 \$40 Application fee
 \$300 Hold fee
 I.D
 Received by: _____